

The Kentucky Board of Licensure for
Marriage and Family Therapists
March 26, 2015
Minutes

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The regular scheduled meeting of the Kentucky Board of Licensure of Marriage and Family Therapists was held at the Office of Occupations and Professions, 911 Leawood Drive, Frankfort, Kentucky on March 26, 2015.

Board Members Present:

Ms. Mary Badami, Chair
Mr. Brien Hill
Ms. Jane Prouty
Ms. Karen Westbrook
Ms. Mary Ellen Yates

Occupations and Professions:

Marcia Egbert, Board Administrator
Amy Parker, Board Administrator

Office of the Attorney General

Michael Head

Board Members Absent:

Ms. Marie Ruf
Ms. Carolyn Miller-Cooper

The March 26, 2015 meeting was called to order by Board Chair, Mary Badami at 1:44 p.m.

The Board reviewed minutes from the February 26, 2015 Board meeting. Changes were discussed and requested on pages 2, 4, and 5. Mary Ellen Yates motioned to accept the minutes as amended. Jane Prouty seconded the motion. The motion carried unanimously.

The Board reviewed the FY15 Monthly Financial Reports for July 1, 2014 through February 28, 2015. No further action taken.

O&P Report

Amy Parker reported on the personnel changes at O&P and the remaining two positions to be filled.

Ms. Parker discussed the continued work with COT to improve the online license renewal process and database application.

Ms. Parker reminded the Board that it is the second year of the biennia of the budget and the Memorandum of Agreement will need to be signed before July 2015. Additionally, Ms. Parker reminded the Board of Executive Order 2008-011 regarding travel and conference expenses. The State Budget Office will continue to scrutinize and reduce the number of employees approved to attend the same conference where possible.

Karen Westbrooks motioned to approve travel to AMFTRB and CLEAR for board members who can justify attendance for the benefit of the Board. Brien Hill seconded the motion and it carried unanimously.

Ms. Parker reported to the Board that although other boards had requested state email addresses, the request could not be granted. COT responded by denying the request to supply an email address to any non-state employee who was not employed or under contract by the state government.

Old Business

Responses to all correspondence completed following the last Board meeting held on February 26, 2015 is indicated by the name and "Complete." Items that were tabled from the last meeting and discussed with action taken today are reported below:

a. Board Member Reports/Tasks -

- 1) CEU fee – The CEU Committee composed a draft of changes to the regulations: 201 KAR 32:030 and 201 KAR 32:060. After reviewing the handout and discussing proposed changes, the Board decided to take no further action at this time. Corrections and a finalized draft will be reviewed at the next meeting.
 - 2) Exam – This item will be tabled until the next meeting in April.
 - 3) Suicide Training – The Committee reported on information regarding suicide regulations from the Kentucky Board of Licensed Professional Counselors, Kentucky Board of Certification of Alcohol and Drug Counselors, Kentucky Board of Social Work, and Kentucky Board of Examiners of Psychology. The Committee stated that all are still working on updating their regulations and none have approved regulations regarding suicide training yet.
 - 4) Associate CEU's – This will continue to be discussed at the next meeting with CEU fees and the proposed regulation changes to 201 KAR 32:030 and 201 KAR 32:060.
 - 5) Board Organization – To be discussed
- b. Follow-Up to Leslie Proasi – Response Sent – Complete
 - c. Membership Dues to AAMFTRB – Invoice sent to Fiscal
 - d. Follow-Up to Ian Hayzlett – Response Sent – Complete
 - e. Follow-Up to Allison Hock – Response Sent – Complete
 - f. Supervision Status – Responses Sent
 - g. Julep Cup for Angela Evans – Ordered – On Backorder
 - h. Travel for Marie Ruf Approval – Fiscal notified of approved travel

New Business

The Board reviewed proposed amendments to 201 KAR 32:035 Section 2(1). Revisions will be reviewed at the next meeting.

The Board tabled the discussion on changes to application forms in order to save on time and will plan to discuss at the next meeting.

The Board reviewed an appeal to a cease and desist issued to Debra Kirksey. After discussion Mary Ellen Yates motioned to rescind the cease and desist and retroactively approve Debra Kirksey's associate renewal and waive any additional fees. The motion was seconded by Karen Westbrooks and carried unanimously.

The Board chose to table the topics regarding clarification on requirements for associate renewals, decision trees for each application, and the discussion and planning of a work day. These topics will be pushed back to the April meeting.

An email from Bill Lafayette requesting the waiver of late fees for renewal was discussed. Due to extenuating circumstances, Karen Westbrooks motioned that the Board waive the late fee and grant Mr. Lafayette approval on his renewal application. Brien Hill seconded the motion and the motion carried unanimously.

An email from Donald Pitts with questions regarding group supervision was discussed. The Board required further clarification to answer his questions precisely and gave the appropriate information to Amy Parker to return a response via email.

The Board received a letter from Vern Rickert requesting the approval to add an additional supervisee, Erin Hightower. After further discussion, Mary Ellen Yates motioned to approve Mr. Rickert's request since three of his six current supervisees were only receiving group supervision. Brien Hill seconded the motion and it carried unanimously.

The Board discussed questions about the effective date of the required suicide prevention continuing education requirements. The Board stated that licensees should wait for the approved regulations for more information and the requirements need not be met until July 2016.

Amy Parker asked if the Board would like a mass email to be sent out introducing her as the new Board Administrator. It was agreed and Ms. Parker will send the email once the new contact information has gone into effect to prevent confusion.

Mary Ellen Yates discussed a request to include Dave Clapper's Assessing and Treating Suicide Training. The Board noted that it would be approved automatically due to the approval of KAMFT.

The Board received an email from Allison Leggin requesting a waiver for late fee. Karen Westbrooks motioned to approve Ms. Leggin's renewal application with provisions, upon receipt of the corrected certificate from Tony Watkins. Mary Ellen Yates seconded the motion and it carried unanimously. The Board deferred questions regarding the late fee until next month, to discuss once the corrected certificate has been received.

The Board received an email from Chip Chrisman requesting a waiver for the late fee of his renewal. The Board discussed Mr. Chrisman's situations and Mary Ellen Yates

motioned to waive Mr. Chrisman's late fee due to extenuating circumstances. Brien Hill seconded the motion and it carried unanimously.

The Board received an email from Nicole Ward requesting approval as a Board Approved Supervisor. Mary Ellen Yates motioned to approve Ms. Ward as a Board Approved Supervisor and Brien Hill seconded the motion. The motion carried unanimously.

The Board received an email from Rob Hughes requesting to be placed under inactive status. The Board asked that a letter be sent to remind Mr. Hughes to provide proof of continuing education upon reactivation of his license. No further action required.

The deferral of a renewal application for Tanganyika Jones was brought before the Board to discuss. It was found that the renewal had been deferred because the provider of a continuing education course had changed the name of a course, but forgot to change the name accordingly on the certificate awarded to Ms. Jones. Mary Ellen Yates motioned to approve Ms. Jones' renewal application and waive the fine. Brien Hill seconded the motion and it carried unanimously.

An associate renewal application for Terry Baker was discussed. Mary Ellen Yates motioned to rescind the cease and desist and approve Mr. Baker's renewal application with a detailed letter instructing him on how to fill out the supervision logs correctly. Karen Westbrooks seconded the motion and it carried unanimously.

Complaints/Other Legal Matters

- 2014-003 – Pending
- 2014-005 – Pending
- 2014-007 – Pending

Application Review

Mary Ellen Yates motioned to approve all applications, renewals, audits, inactive status requests and Provider Applications as reviewed and approved by the Committees which met today. Brien Hill seconded the motion and it carried unanimously.

Mary Ellen Yates made a motion to approve the ratifications of applications, renewals, audits and provider applications reviewed and issued following the last meeting and prior to this meeting. Brien Hill seconded the motion and it carried unanimously.

Associates:

The following applications for Marriage and Family Therapy Associates were approved:
Danielle M. Crotty, Erin Hightower, Laura S. Kintner, Kenesha Rodney

The following applications for Marriage and Family Therapy Associates were deferred:
Matthew White

The following applications for Marriage and Family Therapy Associate were approved with provisions: *Kacey L. Jenkins*

The following applications for Marriage and Family Therapy Associate were denied: *None*

The following Plans of Supervisions for Marriage and Family Therapy Associates were approved: *Julie M. Barry, Lloyd C. Darling, Steven A. Green, Laura M. Ivey, Edith S. Mahaffey, Shirley E.F. Miller*

The following Renewals for Marriage and Family Therapy Associates were approved: *Shley-Morgan Ash, Terry Baker, Michelle Holbrook, Kim E. Jackson, Job Juarez, Debra Kirksey, Joseph Quaye*

The following Renewals for Marriage and Family Therapist Associate were deferred: *Karen Hatcher, Yenisei Santiesteban*

The following Renewals for Marriage and Family Therapist Associate were approved with provisions: *Ricky Mattox*

The following Renewals for Marriage and Family Therapy Associate were denied: *None.*

LMFT:

The following applications for Marriage and Family Therapist were approved: *David E. Dillard, James Peters*

The following applications for Marriage and Family Therapist were deferred: *Emily Ann Phan*

The following applications for Marriage and Family Therapist were denied: *None.*

The following applications for Marriage and Family Therapist reinstatements were approved: *Jerome Garrison*

The following applications for Marriage and Family Therapist reinstatements were deferred: *None.*

The following Renewal Audits for Marriage and Family Therapists were approved: *Andrew Arthur, Susan Callen, Alan M. Hall, Tanganyika Jones, James Landis, Michelle Stillwagon*

The following Renewal Audit for Marriage and Family Therapists were deferred: *Ernest Woodworth*

Continuing Education Applications were reviewed. They will be posted on the website as soon as possible at <http://mft.ky.gov> under Resources/Continuing Education.

Status Report as of 2/25/2015

- Active Licensee's for Marriage and Family therapist.....545
- Active Permits for Marriage and Family Therapy Associates.....140
- Total Active Licensees and Permits.....685
- Total Inactive Licensees.....9

Exam Results - None

The next meeting of the Marriage and Family Therapy Board has been scheduled for April 23, 2015 beginning 12:30 p.m. at 911 Leawood Drive, Frankfort, KY 40601. Committees will meet at 8:30 a.m.

Karen Westbrook motioned that travel and per diem be paid to those who attended the regular Board Meeting on March 26, 2015. Mary Ellen Yates seconded the motion. The motion passed unanimously.

Karen Westbrook motioned to adjourn, seconded by Brien Hill. The motion passed unanimously. Ms. Badami adjourned the meeting at 5:50 p.m.

Respectively Submitted:

Amy Parker, Board Administrator